



SC-PAY GRADE 2

## **CUSTODIAN**

### **DUTIES AND FEATURES OF THE CLASS:**

Performs routine building cleaning tasks and does related work as required. This is repetitive manual work requiring efficient performance of building cleaning and maintenance duties. An employee in this class works under general supervision on routine recurring assignments, receiving specific instructions as needed.

### **EXAMPLES OF WORK:**

Sweeps, mops, buffs and waxes floors; shampoos and vacuums carpets, washes windows and polishes furniture; dusts woodwork, furniture and other materials; cleans bathrooms; collects paper and rubbish; replaces supplies as needed; performs related work as required.

### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Some knowledge of building cleaning practices, supplies and equipment and the ability to use them economically and efficiently; ability to understand and follow simple oral and written directions; thoroughness; dependability.

### **QUALIFICATIONS:**

Minimum High School Diploma or G.E.D, some building cleaning experience. Basic computer operating skills preferred.

### **ADDITIONAL REQUIREMENTS**

- Direct Deposit Required
- 35-hour work week
- Pre-Employment Background Screening
- Pre-Employment Drug/Alcohol Testing
- Possession of a valid driver's license

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